

25X1

Approved For Release 2003/05/05 : CIA-RDP85-00809R000100010009-0

Approved For Release 2003/05/05 : CIA-RDP85-00809R000100010009-0

CONFIDENTIAL

Approved For Release 2003/05/05 : CIA-RDP85-00809R000100010009-0

SUBJECT: Cost Reduction, Resources Conservation, and Anti-Inflation Measures, April - June 1975

Measures

Comments

X 6. Delete items from our stock system that are slow moving or no longer required.

During this reporting period SD/SMB has identified 60 items to be removed from storage and transferred to GSA for possible use by other agencies.

X 7. Redesign certain paper products, i.e., envelopes and paper, that are slow moving to conform with like items that are currently in use.

SMB has arranged with P&PD/OL to block out \$1,550 worth of preprinted mailing envelopes so that they may be used for general use. P&PD is also cutting \$7,200 worth of legal size paper to letter size, and making scratch pads of paper of no further use.

25X1 8. [] consolidation in local delivery schedules and general vehicle mileage reduction.

A mileage reduction has resulted in 44,000 miles of reduced vehicle usage of a savings of \$3,350 for FY-1975. This mileage reduction saved an estimated \$2,000 in tire costs and miscellaneous savings of an estimated \$2,000 was realized through reduction of oil changes, antifreeze, maintenance, and general wear and tear.

X 9. Acquisition of surplus vehicles, through GSA for []

A savings of \$165 to \$700, less than the Blue Book value, has been realized on 16 vehicles turned into GSA as excess by other agencies.

✓ 10. Fabrication of reusable containers []

Some 250 reusable containers were fabricated since 1 January 1975 at a cost of \$18.00 each. Presuming that each container can be used an average of six times, a savings of some \$22,500 in labor and material has been realized.

CONFIDENTIAL

Approved For Release 2003/05/05 : CIA-RDP85-00809R000100010009-0

~~CONFIDENTIAL~~

Approved For Release 2003/05/05 : CIA-RDP80-00809R000100010009-0

SUBJECT: Cost Reduction, Resources Conservation, and Anti-Inflation Measures, April - June 1975

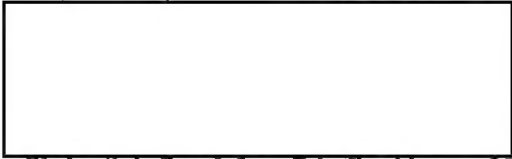
Measures

Comments

11. Miscellaneous.

The Supply Division continues, as a matter of routine, to endorse and encourage resource conservation in all practical instances. A constant review is being made of supply operations to ensure the utilization of the most efficient and economical methods available.

25X1


Chief, Supply Division, OL

~~CONFIDENTIAL~~

Approved For Release 2003/05/05 : CIA-RDP80-00809R000100010009-0

25X1

Approved For Release 2003/05/05 : CIA-RDP85-00809R000100010009-0

Approved For Release 2003/05/05 : CIA-RDP85-00809R000100010009-0

CONFIDENTIAL

SUBJECT: Cost Reduction, Resources Conservation, and Anti-Inflation Measures, April - June 1975

Measures

Comments

6. Delete items from our stock system that are slow moving or no longer required. During this reporting period SD/SMB has identified 60 items to be removed from storage and transferred to GSA for possible use by other agencies.
7. Redesign certain paper products, i.e., envelopes and paper, that are slow moving to conform with like items that are currently in use. SMB has arranged with P&PD/OL to block out \$1,550 worth of preprinted mailing envelopes so that they may be used for general use. P&PD is also cutting \$7,200 worth of legal size paper to letter size, and making scratch pads of paper of no further use.
8. [redacted] consolidation in local delivery schedules and general vehicle mileage reduction. A mileage reduction has resulted in 44,000 miles of reduced vehicle usage of a savings of \$3,350 for FY-1975. This mileage reduction saved an estimated \$2,000 in tire costs and miscellaneous savings of an estimated \$2,000 was realized through reduction of oil changes, antifreeze, maintenance, and general wear and tear.
9. Acquisition of surplus vehicles, through GSA for [redacted] A savings of \$165 to \$700, less than the Blue Book value, has been realized on 16 vehicles turned into GSA as excess by other agencies.
10. Fabrication of reusable containers by the [redacted] Some 250 reusable containers were fabricated since 1 January 1975 at a cost of \$18.00 each. Presuming that each container can be used an average of six times, a savings of some \$22,500 in labor and material has been realized.

CONFIDENTIAL

CONFIDENTIAL

SUBJECT: Cost Reduction, Resources Conservation, and Anti-Inflation Measures, April - June 1975

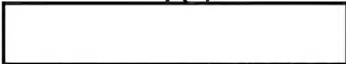
Measures

Comments

11. Miscellaneous.

The Supply Division continues, as a matter of routine, to endorse and encourage resource conservation in all practical instances. A constant review is being made of supply operations to ensure the utilization of the most efficient and economical methods available.

/s/


Chief, Supply Division, OL

25X1

CONFIDENTIAL

25X1

Approved For Release 2003/05/05 : CIA-RDP85-00809R000100010009-0

Approved For Release 2003/05/05 : CIA-RDP85-00809R000100010009-0